

APPLICATION FOR FREE SCHOOL MEALS

Section 1 – Details of Parent / Guardian / Carer

APPLICANT'S FULL NAME (Mr/Mrs/Miss/Ms)

Relationship to child / children

National Insurance No.

Your Date of Birth / /

Current Address

Postcode Tel No

Date of taking up residence at current address / / Details of previous address

Is this your first claim from DCC? YES / NO Have you applied previously under another name? YES / NO

If yes, please state previous name(s)

Section 2 – Children (Please include all children on one form)

Children's name and surname	Name of school or college	D.O.B.	Age

Eligibility: To be eligible for free school meals you or your partner must be in receipt of Income Support or Income based Jobseeker's Allowance, or the guarantee element of State Pension Credit; or Child Tax Credit (with an annual income of less than £16,190). Those claiming **Working Tax Credit** are **not eligible**.

You will no longer be required to provide documentary verification of benefits received, unless requested to do so. The Council will undertake routine eligibility checks on all current claims throughout the year. Please contact us immediately if your benefit changes or ends, as it may mean that you no longer qualify for free school meals.

Data Protection Act

Personal information that you have provided will be used carefully and may be held on computer systems at the school/college and in the Children and Younger Adults Department. The use of this personal information is covered by registration under data protection legislation. Under the legislation you have the right to obtain a copy of the information that we hold about you.

Section 3 – Declaration

I certify that the above information is correct to the best of my knowledge and belief, and that I am legally responsible for the children for whom I have claimed. I understand that Derbyshire County Council may verify the information given with Government Departments. I understand that if I fail to inform you of any change in circumstances, and my children continue to receive free meals, I may be required to repay the cost of any meals consumed.

Signature of Claimant

Date

A deliberate false statement may lead to prosecution.

FOR OFFICE USE ONLY	
Number of Children entitled to free meals	
Free meals awarded from	
Assessed by	

<p>Please return this form to the address below. If the form is not fully completed, your application may be delayed.</p> <p>Free School Meals Office, Children & Younger Adults Department, Derbyshire County Council, Chatsworth Hall (Block B) Matlock, DE4 3FW Tel: (01629) 536481 / 536475</p>
